

## LETTER OF TRANSMITTAL

**To:** Lewis County Board of County Commissioners  
**From:** Lewis County Planning Commission  
**Date:** April 26, 2016  
**Subject:** Transmittal to the BOCC: Findings and Conclusions regarding Draft Revisions to LCC Titles 16 and 17

**Dear Commissioners:**

The purpose of this report is to transmit proposed changes to Titles 16 and 17 of the Lewis County Code (LCC) to the Lewis County Board of County Commissioners (BOCC). These proposed changes are intended to streamline the processes for permit review, and to consolidate the different methods of processing applications to improve clarity and the ease of understanding the code.

**General findings of fact:**

1. The existing Lewis County Code (LCC) contains several duplicative and/or unorganized permit processing provisions.
2. This multitude of different provisions, as well as the unclear placement of the standards within the code, makes the administration of the code difficult for staff and confusing for applicants.
3. The draft revisions to the LCC are meant to streamline the processes for permit review, and consolidate the different methods of processing applications to improve clarity and ease of understanding of the code.
4. The proposed code revisions would address the majority of permit review processes in Chapter 17.05, and would remove all similar or duplicative review processes that are scattered elsewhere throughout Titles 16 and 17.
5. To ensure the legitimacy of the proposal, the Planning Commission held several separate workshops on the suggested revisions.
6. The Lewis County Community Development Department submitted a notice of the proposed changes to the Washington State Department of Commerce on March 25, 2016.

7. The Planning Commission held a duly noticed Public Hearing on the proposed changes to LCC Titles 16 and 17 at their meeting of April 26, 2016.

8. Following the Public Hearing, the Planning Commission deliberated the proposed revisions and voted to recommend that the BOCC approve of the proposal.

### Conclusions

Based on the above findings and conclusions, the Planning Commission recommends that the Lewis County Board of County Commissioners consider amending LCC Titles 16 and 17 to streamline the processes for permit review.

Being duly authorized to transmit the recommendations on behalf of the Lewis County Planning Commission, I hereby respectfully submit this to the Lewis County Board of County Commissioners.

Submitted by

  
Michael Mahoney, Chairman  
Lewis County Planning Commission

Date

April 26, 2016